

CONFIDENTIAL

RC - 101

Chief, General Procurement Section  
Office of Logistics

26 March 1962

OC-Records Management Officer

**Procurement of two Diebold Power Shelf Files**

The attached requisition for elevator shelf filing recommends Diebold equipment because it appears to be the best suited to fit into the particular area and space available; the comparable cost is less per filing inch than other similar units; the servicing features are more practical; the floor space per unit uses considerably less floor space than other products. Details given below are on comparable units.

**POWER SHELF FILE (DIEBOLD)**

14 shelf legal size. 52" shelf - 728 filing inches, width 64 and 1/8", depth 39 and 3/16", height 106 and 5/16", cost \$2750.00, occupies 17.3 square feet of floor space; work shelf is \$42.50 and access cover with lock \$85.00.

**LEKTRAFIL** (REMINGTON RAND) is considerably wider due to technical components being on both sides of equipment which would necessitate removing panels on 2 sides for servicing. Electric Eye safety feature has 6 components on each side making a total of 12 places; the failure of any one of which would cut off the power, necessitating manual operation.

14 legal size shelves, 53 and 5/8" shelf - 750 and 3/4 filing inches, width 78", height 107 1/2", depth 41 1/4", cost \$3020.00, fixed posting board 15" depth legal size unit \$42.50 and the door with lock is \$54.50. Occupies 22.8 square feet of floor space.

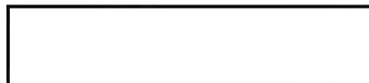
**MOTORSHLF** (WHEELDEX SIMPLA) if specially designed to have the comparable number of filing inches would add considerably more to width of machine and area required; also, no work shelf is made for attachment to the machine. A separate stand with 4 legs is available for purchase which would be cumbersome and interfere with free movement of personnel using machine.

14 shelf legal size. 42" shelf - 588 filing inches, width 57", depth 40", height 110", cost \$2120.00. The cost of \$2120.00 does not include \$275.00

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for push-button operation, \$42.50 posting table which is not attached to the equipment, and the cover and lock \$85.00. The total price of this equipment is \$2522.50. The difference in filing inches is 140 inches. Occupies 15.8 square feet of floor space.



25X1

Original & 1 - Addressee - w/attachment: 1 Requisition  
1 - Management Staff ✓

OC-RC will turn in 5 - 4 drawer safes and 8 - 5 drawer filing cabinets. The additional space available in the proposed equipment will allow for foreseeable expansion for the next 5 years.

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